

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, February 10, 2015, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	Chair
	Audrey Nelsen	Vice Chair
	Steve Ahmann	Member
	Andrew Plowman	Member

Others present: Council Member Jim Dokken; Director of Public Works Sean Christensen; Chief of Police Jim Felt; Jared Voge, Bolton & Menk, Inc.; Josh Halverson, Bolton & Menk, Inc.; David Little, "West Central Tribune".

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:45 p.m.

Item No. 2 Public Comments

No public comments.

Item No. 3 Police Update (Information)

Police Chief Jim Felt noted the jail census for February 10, 2015 was 123; 43 inmates from the Department of Corrections, 1 inmate from Stearns County, and 2 inmates from Swift County. The calls for service for the previous two weeks totaled 701. The majority of the calls were for traffic stops, followed by public assists and abandoned vehicles. An update was given on the new K9 dog Axel, noting he has started narcotic training last week with his handler, Officer Chris Flatten.

Item No. 4 Country Club Drive Lift Station Contract Amendment (Resolution)

Public Works Director Sean Christensen presented a recommendation to amend the contract with Bolton & Menk, Inc. in the amount of \$31,230.00 for the Country Club Drive Lift Station. The amendment includes additional compensation for the design of a block control structure rather than using a control panel, providing construction survey staking, and construction material testing. Jared Voge with Bolton & Menk described the types of testing as compaction, concrete and soil testing.

A motion was made by Council Member Nelsen, seconded by Council Member Christianson to approve Amendment No. 1 to the Bolton & Menk, Inc. contract for the Country Club Lift Station project in the amount of \$31,230.00. The motion carried.

Item No. 5 Project No. 1501-B Professional Services Agreement (Resolution)

Public Works Director Christensen presented a recommendation to award the contract for the professional services of Project No. 1501-B to Bolton & Menk, Inc. in the amount of \$239,000.00 and authorize the Mayor and City Administrator to execute the agreement on behalf of the City. The estimated fees are for the design, materials testing and construction services for the reconstruction of 9th Street NW, Park Avenue NW, and 10th Street NW. The total estimated fees are not to exceed \$239,000.00 and based on an hourly rate of services provided.

A motion was made by Council Member Nelsen, seconded by Council Member Christianson to award the professional services contract for Project No. 1501-B to Bolton & Menk, Inc. in the amount of \$239,000.00

and authorize the Mayor and City Administrator to execute an agreement on behalf of the City. The motion carried.

Item No. 6 Public Works Garage Doors Replacement (Resolution)

Public Works Director Christensen brought forth, for review, to accept the quote from Excel Overhead door for the replacement of the garage doors at the Public Works Garage. Quotes were received from American Door Works in the amount of \$14,807.07 and Excel Overhead Door in the amount of \$12,400.00. The doors provided by Excel Overhead Door have an R factor value of 17.54.

Following discussion a motion was made by Council Member Ahmann, seconded by Council Member Christianson to approve the purchase and replacement of the Public Works Facility garage doors by Excel Overhead Door in the amount of \$12,400.00. The motion carried.

Item No. 7 Request to Purchase/Replace Sand Pro (Resolution)

Public Works Director Christensen brought forth, for approval, the request to purchase/replace the current 2005 Toro Sand Pro with a 2015 Jacobsen Groom Master. The total cost of the equipment totals \$23,026.00 through the National Joint Powers Alliance with Turfwerks in Eagan. Currently there are two of these units in use by the City, and the 2005 Toro unit has 1,042 hours and visible wear and tear. The Public Works Department uses this equipment for field preparation at softball and baseball games in various parks as well as for Stingers games. The current unit will be sold on the City auction, with schools and baseball booster clubs notified for interest of purchasing it.

A motion was made by Council Member Ahmann, seconded by Council Member Christianson to approve the purchase and replacement of the Sand Pro with a 2015 Jacobsen Groom Master in the amount of \$23,026.00 from Turfwerks in Eagan. The motion carried.

Item No. 8 1302-B Project Final (Resolution)

Public Works Director Christensen brought forth, for approval, acceptance of Project No. 1302-B and to authorize final payment to Kuechle Underground, Inc. in the amount of \$25,081.07. The City Council entered into an agreement with Kuechle Underground, Inc. on July 15, 2013 for the 4th Avenue SW improvements. The final pay request has been submitted and staff is recommending final payment be made.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to accept Project No. 1302-B and authorize final payment to Kuechle Underground, Inc. in the amount of \$25,081.07. The motion carried.

Item No. 9 Willmar Avenue Improvements Contract Amendment (Resolution)

Public Works Director Christensen brought forth, for approval, Amendment No. 1 to the Bolton & Menk, Inc. contract for the Willmar Avenue improvements project. When the contract was developed, the estimated cost was \$675,000 and after modifications by Kandiyohi County and the BNSF the project cost increased. A significant delay occurred with BNSF to finalize the agreement and also scheduling delays for constructing the crossing. The original construction duration was estimated at eight weeks, with the actual duration totaling 16 months for completion. As a result of these factors, Bolton & Menk, Inc. is requesting a contract amendment in the amount of \$15,000 for engineering services.

Following discussion a motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve Amendment No. 1 to the Bolton & Menk, Inc. contract for the Willmar Avenue improvements in the amount of \$15,000. The motion carried.

Item No. 10 1303-A Project Final (Resolution)

Public Works Director Christensen brought forth, for approval, Change Order No. 1 in the amount of \$1,262.83 to Project No. 1303-A and requested authorization for final payment to Duininck, Inc. in the amount of \$15,977.65. The City Council entered into an agreement with Duininck, Inc. on May 9, 2013 for the street improvements to Trott Avenue SW, 23rd Street SW, and TH No. 12. Staff noted additional wearing course was needed, resulting in Change Order No. 1. The final pay request has been submitted and staff is recommending final payment be made.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to approve Change Order No. 1 in the amount of \$1,262.83, accept Project No. 1303-A and authorize final payment to Duininck, Inc. in the amount of \$15,977.65. The motion carried.

Item No. 11 Old Business

The Committee discussed the previously proposed crosswalk addition at the Community Christian School on 19th Avenue SW. This was for information only.

Item No. 12 New Business

The Committee discussed the meeting at MnDOT for the railroad bypass project; including information on the Tiger grant, plans and calendar items. The topic of fall leaf pick up services was discussed, with questions of fees and ways to pick up the leaves if implemented. The idea of snow melting machines, such as the ones used in the City of Boston, was brought to the Committee as a possible idea for disposing of snow in the future. The idea of salt free water softeners being used to help resolve the issue of salty discharge was debated. The progress of the Welcome to Willmar sign on North Highway 71 was noted, with the prospect of a new sign design being used. The status of the Assistant City Engineer vacancy was discussed, as the job description verbage is under review at this time. The quality of water from the Crow River Water Shed was questioned, along with the Storm Water Task Force's ideas for stormwater control. Staff continues to review the BARR report and have begun to implement some of the recommendations. These items were for information only.

There being no further business to come before the Committee, the meeting was adjourned at 5:55 p.m. by Chair Christianson.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Sean E. Christensen', written over a horizontal line.

Sean E. Christensen, P.E.
Public Works Director